

**MINUTES**  
**INDIANA BOARD OF FIREFIGHTING**  
**PERSONNEL STANDARDS AND EDUCATION MEETING**

**November 3, 2014 6pm**  
**Decatur FD**  
**5410 S High School Rd**  
**Indpls IN 46221**  
**317-856-5400**  
**Dale Henson**

- A Meeting called to order at 6:00 p.m. by Chairman Wyant

**Attendees**

Greg Wyant – Chairman  
Burke Jones – Vice Chairman  
Rob Lund – Secretary  
John Smith  
Eric Dreiman  
Eric Gentry  
Joseph Romero  
James Greeson  
Christopher Johnson  
Tom Hanify

- B. Approval of Sept. 22' 2014 minutes as submitted. Rob Lund made a motion to approve as submitted. Joe Romero seconded. Motion passed.
- C Variance requests;
1. John Roberts requested reciprocity for Fire Inspector I. He holds an Illinois Fire Prevention Officer certification, dated August 12, 1997. He requested that his work history be considered an equivalent to continued education/training. (This was tabled from Sept pending more information)

Staff recommended denial of the request at this time. No additional documentation has been submitted. ~~John has the option to resubmit when he receives the additional information.~~

Chris Johnson made a motion to deny this request at this time. Eric Gentry seconded. Motion passed. Mr. Roberts may resubmit when he has the additional information.

2. Nicholas Montelauro requested a variance for Instructor I. He currently holds a Primary Instructor certification through Indiana.

Staff recommended approval pending his passing the Instructor Reciprocity test.

Eric Dreiman made a motion to approve per staff recommendation. Chris Johnson seconded. Motion passed.

3. William D'Alessandro requested a variance for Fire Investigator I based on classes he attended at the National Fire Academy. He has completed the skills required by Indiana.

Staff recommended approval. This is a 126 hour course that meets or exceeds the NFPA 1033 and NFPA 921, and Mr. D'Alessandro completed all of the required skills.

Burke Jones made a motion to approve. James Greeson seconded. Motion passed.

4. Nate Patton (Southmont High School) requested a variance to allow the following students to take the written and practical tests prior to age 18 and to have the practical skills test results to be valid until their 18<sup>th</sup> birthday.

Emily Alsup 4-22-98

Adrienne Bonty 3-25-98

Kirk Koopman 07-1-98

Cully Abney 09-20-97

Blake Deaton 12-16-97

Zach Evans 5-12-97

Jacob Finchum 7-3-97

Brayden King 3-17-97  
David Kline 6-3-97  
Robert Manns 3-14 -97  
Breanna Mason 7-7-97  
David Mayes 7-18-97  
Joseph McKinney 8-18-97  
Quentin Price 11-20-97  
Erika Brooks 8-8-96  
Nathaniel Busenbark 7-8-96  
Darrin Doty 2-19-96  
Brooklyn England 8-31-96  
Devon King 2-29-96  
Austin Ryan 8-31-96  
Alexis Thomas 12-13-96

Staff recommended that, providing students are 17 at the time of testing, the practical skills test results be extended an additional 180 days.

Chairman Wyant called for a discussion of the issue of testing ages for career center students, prior to considering and taking action on this variance request and the next two variance requests. After extensive discussion, the Board determined that staff could recommend approval of variance applications submitted by career centers that: (i) requested a variance from 655 IAC 1-1-12(e) for permission to have written tests taken prior to practical skills examinations for specific students provided that the student is at least 16 years of age and a Junior in high school to for Mandatory, Hazmat Awareness, Hazmat Operations, and Firefighter 1 and 2; and (ii) that requested requested a variance from 655 IAC 1-1-12(h) that practical skills examinations for specific students be valid for a period of 51 weeks, beginning at age 17 years and one (1) week, and that after their 19<sup>th</sup> birthday all testing materials would become invalid if certification has not been obtained. This shall be the responsibility of the student.

Greg Wyant made a motion to approve the variance request from Nate Patton under the conditions described above. James Greeson seconded. Chris Johnson abstained from voting. Motion passed.

5. Capt Doug Lutes, Blue River Career Program, requested a variance for Taylor Coffey and Austin Lockwood to take the practical skills tests fire Firefighter I/II,

Hazardous Material Awareness, Hazmat Operations and Mandatory at the age of 17.

Staff recommended approval, providing students are 17 at the time of testing.

Tom Hanify made a motion to approve the request. Burke Jones seconded. Motion passed.

6. Capt. Brandon Carpenter recently completed an operations level rope rescue class. He requested a variance to be credited with Rope Rescue Operations. He completed training on June 20, 2014 in Howell, Michigan. The 40-hour class was presented by Michigan State University in conjunction with Michigan Urban Search and Rescue (MUSAR). Attached to the application was the class syllabus, copies of the skills sheets, and his personal certificate of completion.

Rob Lund made a motion to table until John Buckman could get more information on this class. Chris Johnson seconded. Motion passed.

7. The following students requested a variance to be allowed to test for Mandatory Fire fighter and Hazmat Awareness, and Operations at the age of 17.

Alex Adams; Ashtin Galletti; Bethany Rice; Charles Hawkins; Theodore Temple; Dalton Corbett; Hope Cannan; Joseph Barnhart; John Alexander; Kevin Mann; Joshua Mast; Mason Reeves; Nathan Ramsey; Nathaniel Stephenson; Nicholas Wright; Sara Martin; Sayre Leinbach Tyler Stewart; Ed Ringer; Ashley Warfield;

Staff recommends that providing students are 17 at the time of testing, skills are extended an additional 180 days.

The Board approved the variance request based on their discussion described above. John Smith made a motion to approve the Board option, Joe Romero seconded the motion.

- D. James Greeson, State Fire Marshal report;

The agency is getting a new Executive Director on Nov 24. David W. Kane has 30 years of experience in emergency response and has been a U.S. air marshal, and has held other offices.

Angie Biggs is our new Fire and EMS risk coordinator. She replaces Gary Robison. The Division is in process transitioning to new software program for fire and EMS reporting, with the pilot program to be running for another month or so. He has been told by the new contractor that the current system will upload to new software, but he will ensure that is what it will do before we put it in place. We are currently working with the Dept of Health on a MOU for the EMS reporting. They have an EMS program on their server.

October was fire prevention month and he felt it was successful. Robert Johnson, Asst. State Fire Marshal assisted in these programs and Marshal Greeson recognized him for a program that he developed called, "Take the Pledge" to help residents make sure they have working smoke alarms in their homes and that they are testing the batteries monthly. Assistant State Fire Marshal Johnson created 8 x 4 banners that were used very effectively during the presentations and he got the kids out of their chairs, and rolling around on the floor and the kids were really into it.

In addition, Marshal Greeson noted that they have an in-house own program with 20 Fire Dept that have agreed this year to assist in the distribution and installation of smoke alarms in their areas.

In his update on State Fire Academy Training System, he noted that a power point is complete and ready to be submitted to the Governor and that they will be making the presentation to the Governor sometime in the next month.

E Joe Romero, Director of Training report;

The Division is working with Envisage, a company out of Bloomington, that created the software program known as the Acadis system and the Division is looking at expanding this system. There are a lot of options that have not been used. The on line training system has a lot of courses will be on line through Acadis. They are looking at using Acadis for on line credentialing. By scanning a driver's license, a person will be able to automatically be registered for classes. This will all be over the next few years.

F. John Buckman, fire training report; David Probo reporting

John produced a document to try to explain the types of testing. There is a lot of confusion when people are asking for a challenge exam. The following information explains the difference.

Process for achieving a certification from the Board of Firefighting Personnel

## Standards and Education.

Some instructors and students are confused about the options available to achieve a certification. Courses are registered as a challenge when in reality they are not a course. One example: a person is taking a course of instruction using the DVD's from Action Training Systems. The Action Training System is a multiple set of DVD's that take the student through the course work required to achieve Fire Officer I certification in accordance with NFPA standard. It was registered as a challenge for certification testing.

When the lead evaluator was contacted he thought since it was "not a traditional course delivery method" it would qualify as a challenge.

As a result the following guidance has been developed to guide our Instructors in the development and design of educational opportunities that result in a student being able to test for a certification.

**Option 1** - attend a traditional classroom delivered / skill delivered instructor led course. This delivery method requires a qualified lead instructor, qualified lead evaluator and proctor.

This delivery model requires a course number 30 days before the course starts.

**Option 2** - attend a blended learning instructional model course that combines instructor led and online learning product. This delivery method requires a qualified lead instructor, qualified lead evaluator and proctor.

Blended/Online learning products consist of webinar, video presentation and some in person classroom time. These can be streamed live or recorded.

This delivery model requires a course number 30 days before the course starts.

**Option 3** - attend a complete online validated learning instructional model course. This delivery method requires a qualified lead instructor, lead evaluator and proctor.

Online learning products consist of webinar, DVD or video presentation. This delivery model includes all student activities and exercises. If this model is used for one student then the one student instead of doing group exercises will have to write a paper or adapt as the lead evaluator decides how to accomplish a group activity individually. The student is trained to all of the practical skills in the appropriate standard as well as tested to those practical skills as well.

This delivery model requires a course number 30 days before the course starts.

**Option 4** - self (independent) study course model.

Obtain the board referenced student manual. Read the manual. This delivery method requires a qualified lead instructor qualified lead evaluator and proctor. The lead instructor would meet with the student and explain the process that includes student class assignments, homework, practical skill training and demonstration of proficiency, practical skills testing and written examination. The lead evaluator would meet with the student(s) and explain the expectations for the practical skills examination go over the skill sheet(s) with the student so the student(s) understand exactly what the lead evaluator expects.

This delivery model requires a course number 30 days before the course starts.

The lead instructor meets with the student to review expectations, course exercises, and skill requirements, schedule practice skill sessions, sets skill exam dates and written exam dates.

The student tells the lead instructor to schedule the practical skills examination. For firefighter I/II courses the student and the instructor will have to schedule a time for the student to demonstrate proficiency in each skill before scheduling the final practical skills examination.

The

student must learn the skills required from the referenced student manual. The student must practice the skills in the manual. In some skills the student will have to acquire an additional partner for skills that require two or more participants. Request the individual to schedule the written exam date after the practical skill test date.

Mara Snyder asked for clarification on an approved instructional model course.

**Option 5** - commonly referred to as a challenge.

\*\*\*\*\*SPECIAL NOTE - in the conduct of a certification challenge examination the student is expected to demonstrate to the standard all of the skills and achieve a score of 70% or higher on the written examination. The student is also stating through the challenge request he/she is qualified and prepared to demonstrate the practical skills to the standard without guidance from a lead instructor/lead evaluator. There is no communications allowed between the student, the lead evaluator and proctor other than the date and time of practical and written examination. The student self prepares themselves to be able to complete the skills under a pass/fail scenario and pass the written examination with a minimum score of 70%. There is no lead instructor required for this option. There is no coaching of the student allowed under this option. This delivery model requires a course number 30 days before the course starts.

There is a committee to revise the Fire Officer Strategy and Tactics curriculum. We are updating the program. We hope to be done with this shortly and then we will beta test. The pilot course will be in Brownsburg Nov 8-12. It will be 40% classroom and 60 % skills in the new program. We are looking for in this class is FOST instructors and a few students to sit through the program to make sure it works. At the next meeting, we hope to have it ready for the Board's approval.

We just finished the last of the Fire Engineering Train to Trainers. We have completed 20-21 of these. Approximately 400 have attended. We have the student keys up and running if anyone is interested.

We have had a number of phone calls that we have placed under investigation. It is a Modular C class up north. The students have stated that they have not completed any skills at all through this process. A few fire chiefs has also called Dave to discuss this class. Dave will have a report for the Board at the December meeting.

G. Administrative proceedings

No report at this time

H Request for reciprocity;

No report at this time

I. Administrative appeal requests;

1. Jeff Berning (Anthis Career Center) is appealed the Board's decision that students must be 17 at the time of testing and skills extended only 6 months.

Eric Gentry made a motion to grant the appeal and send to Judge Forkner. Chris Johnson seconded. Motion passed.

2. William Ortiz is requested an administrative review of his denial of certification.

John Smith made a motion to grant the appeal and send it to Judge Forkner. James Greeson seconded. Motion passed.

J Old business;

The Board discussed the draft and made a few suggested changes. The final draft to be submitted at the December meeting. Chris Johnson asked that we add a line to include "other" for the individuals that need some type of other type of accommodations than what is listed. Change title from ADA to Accessibility accommodations?

K. New business;

1. Permanent Revocation of John Cline certifications 655 IAC 1-1-7 (b) (2) ; Driver Operator Mobile Water; Supply, Fire Inspector I/II; Fire Investigator; Fire Officer I and II, First Class Firefighter; Hazmat Awareness, Operations and Technician; Instructor I; Second Class Firefighter; Strategy and Tactics, and Technical Rescue Awareness.

He has been convicted of 3 class C felonies of child exploitation and 19 Class A misdemeanors of possession of child pornography.  
Chief Cline serves as Deputy Fire Chief of the Sellersburg VFD.

Tom Hanify made a motion to approve staff recommendation to revoke the certifications. Burke Jones seconded. Motion passed.

2. Staff reminded the Board members that Board elections are in December;
3. Suggested locations for 2015 meetings: EDT

April - Wabash TWP, West Lafayette



Feb. - Indianapolis area  
Aug.- Evansville (CDT)  
Nov. - Huntingburg  
June- Horseshoe Casino, New Albany (day)  
Sept. - Kokomo

L. Comments from the audience:

Larry Southard spoke about how Instructors do not want to help different fire departments unless they can get paid. He said they are having a problem keeping instructors due to the new requirements for recertification.

Greg Wyant presented a Certificate of Appreciation to David Probo for his work on the Firefighter I/II criteria. David has worked tirelessly on this program over the last 3 years.

M. Meeting adjourned at 7:15 pm

NEXT MEETING:

December 15, 2014, 6:00 p.m.  
Crawfordsville F.D.  
100 S. Water St.  
Crawfordsville, IN 47933  
765-362-1277  
Chief Eric Small